



2022

National Wood Flooring Association

# EDUCATION & TRAINING PROGRAMS

nwfa

NWFA.ORG

# NWFA 2022 EDUCATION & TRAINING PROGRAMS

In a competitive marketplace, it is important to differentiate yourself from your competition. Education is one way to accomplish this, but when business is good, it's hard to find the time, and when business is not good, it's hard to justify the expense. Successful businesses know, however, that investing in yourself, and your business, can yield big results.

NWFA offers a variety of programs to meet the education and training needs of the entire wood flooring supply chain - contractors, distributors, retailers, importer/exporters, manufacturers, inspectors, and more. Take a look to see how NWFA education and training programs can help grow your industry knowledge, your hands-on skills, your professional network, and your bottom line.

## CONTENTS

 3 Hands-On Training

 6 Workshops

 10 NWFA University

 14 Certifications

 15 Apprenticeships

 15 Education Presenters

Whether you are just starting your career, or are a seasoned professional, NWFA has training that will improve your skills, enhance your experience, and increase your efficiency.

## SCHOLARSHIPS

The NWFA Education & Research Foundation offers scholarships for NWFA hands-on courses. One scholarship, up to \$500, will be awarded per training event. Applications must be completed in advance, with priority given to NWFA members. Scholarships are limited to one per company, per year. Sign up by visiting [nwfa.org/scholarships](http://nwfa.org/scholarships).

Scholarships also are available from the Floor Covering Education Foundation for beginner and intermediate-level NWFA hands-on training. Recipients can receive up to half the tuition cost, with a lifetime maximum award of \$2,500. Sign up by visiting [fcef.org/apply-now/](http://fcef.org/apply-now/).

## COURSES

### BASIC INSTALLATION



A 3-day in-person introductory-level course for those new to the wood flooring industry. Includes a history of wood floors, understanding wood, introduction to wood flooring tools/equipment and installation of unfinished/factory finished solid/engineered flooring, and nail/glue/floating installation methods.

#### Prerequisites

- No experience necessary.
- Complete NWFA University Installation Safety learning path.

#### Materials Received

- Learn how to use NWFA Installation Guidelines.

#### CCUs

- 24 continuing certification units.

#### Career Path

- Qualifies attendee for Intermediate Installation course.

#### Cost

- \$649 Member
- \$749 Non-Member

### BASIC SAND & FINISH

A 3-day in-person introductory-level course for those new to the wood flooring industry. Includes a history of wood floors, fundamentals of sanding/finishing wood flooring, introduction to wood flooring sanding equipment/uses, and practice with application of stains/sealers/finishes.

#### Prerequisites

- No experience necessary.
- Complete NWFA University Sand & Finish Safety learning path.

#### Materials Received

- Learn how to use NWFA Sand & Finish Guidelines.

#### CCUs

- 24 continuing certification units.

#### Career Path

- Qualifies attendee for Intermediate Sand & Finish course.

#### Cost

- \$649 Member
- \$749 Non-Member



### BASIC INSTALLATION, SAND/FINISH COMBO



A 4-day in-person introductory-level course for those new to the wood flooring industry. Provides a broad overview by combining the Basic Installation and Basic Sand & Finish courses. Includes a history of wood floors, understanding wood, an introduction to wood flooring tools/equipment and uses, installation of unfinished/factory finished solid/engineered flooring, and nail/glue/floating installation methods. Also

includes fundamentals of sanding/finishing wood flooring, practice with application of stains/sealers/finishes, and an opportunity to participate in the entire wood flooring process from installation to finishing.

#### Prerequisites

- No experience necessary.
- Complete NWFA University Installation and Sand & Finish Safety learning paths.

#### Materials Received

- Learn how to use NWFA Installation and Sand & Finish Guidelines.

#### CCUs

- 32 continuing certification units.

#### Career Path

- Qualifies attendee for Intermediate Installation and Intermediate Sand & Finish courses.

#### Cost

- \$749 Member
- \$849 Non-Member

**INTERMEDIATE INSTALLATION**



A 3-day in-person intermediate-level course for those with some wood flooring industry experience. Includes in-depth training on jobsite preparation, layout, understanding the science of wood, an analysis of solid/engineered flooring, practice and instruction for nail/glue/floating installation methods of unfinished/factory finished

solid/engineered flooring, floor repair techniques, and simple herringbone pattern. Also includes an opportunity to learn how to incorporate simple design elements into any floor.

**Prerequisites**

- 1 year of installation experience OR attendance at the Basic Installation or Basic Installation, Sand/Finish Combo course.
- Complete NWFA University Installation Safety learning path.

**Materials Received**

- Learn how to use NWFA Installation Guidelines and NWFA Jobsite Checklist.

**CCUs**

- 24 continuing certification units.

**Career Path**

- Qualifies attendee for Hands-on Installation Certification Test offered on the day following the course.
- Qualifies attendee for Advanced Installation course.
- Completion of this course plus Intermediate Sand & Finish course qualifies attendee for Inspector school.

**Cost**

- \$649 Member
- \$749 Non-Member

**INTERMEDIATE SAND & FINISH**



A 3-day in-person intermediate-level course for those with some wood flooring experience. Includes in-depth training on general equipment maintenance, sanding multiple flooring types/species, unfinished/factory finished, engineered/multi-directional/parquet flooring. Also includes floor flattening methods, minimizing the scratch patterns and efficient use of the professional sanding equipment.

On the finishing side, the attendee will learn about and practice with stain application, sealers, natural oils, waxes, colorants, reactive conditioners, finish application, scraping, recoats and final coat application, repairs, and board replacement.

**Prerequisites**

- 1 year of sand & finish experience OR attendance at the Basic Sand & Finish or Basic Installation, Sand/Finish Combo course.
- Complete NWFA University Sand & Finish Safety learning path.

**Materials Received**

- Learn how to use NWFA Sand & Finish Guidelines and NWFA Jobsite Checklist.

**CCUs**

- 24 continuing certification units.

**Career Path**

- Qualifies attendee for Hands-on Sand & Finish Certification Test offered on the day following the course.
- Qualifies attendee for Advanced Finish course.
- Completion of this course plus Intermediate Installation course qualifies attendee for Inspector school.

**Cost**

- \$649 Member
- \$749 Non-Member





## ADVANCED INSTALLATION

A 4-day in-person course for experienced wood floor professionals. Includes creating/designing/installing unique patterns/designs with solid/engineered unfinished/factory finished wood floors. Learning covers different specialty skills based on student/instructor input. May include introduction to designing parquetry, cutting marquetry, wood bending, and designing with circles/curves.



### Prerequisites

- 3 years of installation experience.
- Attend Intermediate Installation course.

### Certification

- This course is not necessary, but strongly recommended, for those pursuing Master Craftsman certification.

### Materials Received

- NWFA Ornamental Floors technical publication, and NWFACP Master Craftsman Field Guide.

### CCUs

- 32 continuing certification units.

### Cost

- \$849 Member
- \$949 Non-Member

## ADVANCED FINISH

A 3-day in-person course for experienced wood floor professionals. Includes proper preparation of a wood floor to achieve desired end-result/look, experimenting with a variety of finishing techniques using unique application methods/products/systems such as reactive conditioners, bleaches, dyes, oils, pigments, and other colorants in conjunction with a multitude of finish systems to create a palette of styles/looks within the same floors. Also includes unique/historical woodworking finishing processes.



### Prerequisites

- 3 years of sand & finish experience.
- Attend Intermediate Sand & Finish school.

### Certification

- Course includes all skills necessary to earn NWFA Colors and Finishes Mastery credential.
- Course includes all the skills necessary to earn the Textured Wood Mastery credential.

### Materials Received

- NWFA Ornamental Floors technical publication, and NWFA Master Craftsman Field Guide.

### CCUs

- 24 continuing certification units.

### Cost

- \$749 Member
- \$849 Non-Member

## INSPECTOR CERTIFICATION SCHOOL



A 5-day in-person course designed to prepare wood flooring professionals to earn the NWFA Certified Wood Flooring Inspector credential, and build a business as an inspector. Includes inspector's role/legal responsibilities, how to identify wood flooring problems, conducting interviews, testing methods/tools, finding/using industry standards, conducting inspections, and report writing.

### Prerequisites

- Must be an NWFA member.
- Attend these NWFA courses:
  - NWFA Basic Installation (can be bypassed with 3 years validated experience).
  - Basic Sand & Finish (can be bypassed with 3 years validated experience).
  - Intermediate Installation.
  - Intermediate Sand & Finish.
- Complete NWFA University Installation, Sand & Finish, and Manufacturing courses.
- Complete and pass the Inspector Test - additional \$350 at registration.

### Certification

- Two in-class inspection scenario reports must be submitted within two weeks of attending the course. Two additional reports must be submitted within 90 days of passing the two in-class reports.

### Materials Received

- NWFA Installation Guidelines; NWFA Sand & Finish Guidelines; Moisture & Wood; Problems, Causes, & Cures; Regional Climate Variations; Wood Species; NWFA Jobsite Checklist; HPVA EF2020; and other technical resources.

### CCUs

- 40 continuing certification units.

### Cost

- \$1,649 Members Only

conducting inspections, and report writing.

When hands-on training is not feasible, and online learning is not enough, workshops offer short, in-person (and sometimes virtual) learning opportunities for specific topics and skill sets. Cost for each workshop is \$199 Member or \$299 Non-Member.

## PROBLEMS, CAUSES, CURES

A 1-day in-person or virtual course providing an in-depth review of common problems, identifying their causes, and how to cure them. This workshop can be customized to focus on region-specific issues.

### Prerequisites

- None

### Materials Received

- NWFA Problems, Causes, and Cures technical publication.

### CCUs

- 8 continuing certification units.



## WOOD FLOOR SALES

A 1-day in-person or virtual course providing instruction about different types of wood and their technical attributes as flooring products, how to sell wood against “wood-look” floor coverings, and the benefits of real wood flooring. Also includes minimizing claims and call-backs, guiding the customer to the right species and floor type for their lifestyle, understanding appropriate installation methods and finishes for each project, and developing stronger customer relationships and loyalty throughout the selling process.



### Prerequisites

- None

### Materials Received

- NWFA Homeowner’s Handbook, and NWFA Jobsite Checklist.

### CCUs

- 8 continuing certification units.

## RUNNING YOUR WOOD FLOORING BUSINESS

A 1-day in-person or virtual course providing instruction about running a successful wood flooring business, managing employees, customer relations, finances, and job costing.

### Prerequisites

- None

### CCUs

- 8 continuing certification units.

## WOOD FLOOR CLAIMS, EVALUATIONS, AND INSPECTIONS

A 1-day in-person course that includes properly identifying an issue, its potential causes and cures, and dealing with disgruntled customers. Includes different testing methods and resources to determine the causes of the claim, working with inspectors, and understanding the inspection process.

### Prerequisites

- None

### Materials Received

- NWFA Problems, Causes, and Cures technical publication.

### CCUs

- 8 continuing certification units.



## WOOD FLOOR REPAIRS

A 1-day in-person course providing an introduction to advanced-level repair work on finished floors, injection repairs, board replacements, factory-finished repairs, color matching, color theory, scratch and gouge repair, grain replacement, and collecting payment for the job.

### Prerequisites

- None

### CCUs

- 8 continuing certification units.



## MOISTURE TESTING

A 1-day in-person course providing an in-depth view of moisture meters, moisture testing tools, and ASTM testing methods. Includes how to use different tools, assessing moisture content, dealing with wood and substrate materials, and claims. Also includes opportunities to work with subject matter experts who will help you prepare and assess substrates prior to installation.

### Prerequisites

- None

### Materials Received

- NWFA Moisture and Wood technical publication.

### CCUs

- 8 continuing certification units.



## SUBFLOOR PREPARATION



A 1-day in-person course providing an in-depth view of identifying and assessing wood substrate materials, preparation, installation methods over them, and claims. Includes testing for flatness, addressing floors that don't meet NWFA or manufacturer tolerances, and assessing/addressing high spots, low spots and unstable subflooring

systems. Also includes using moisture meters to assess moisture content, dealing with wood subfloors, and opportunities to work with subject matter experts who will help you prepare and assess substrates prior to installation.

### Prerequisites

- None

### Materials Received

- NWFA Installation Guidelines.

### CCUs

- 8 continuing certification units.

## CONCRETE PREP AND MOISTURE TESTING



A 1-day in-person course providing an in-depth view of testing and addressing concrete subfloor preparation, grinding, leveling, scarification, concrete surface profile, adequate systems for specific purposes, and dealing with moisture. Includes opportunities to work with subject matter experts, moisture meter manufacturers and their different moisture meters and tools, to help address common moisture-related issues.

### Prerequisites

- Complete NWFA University Concrete Moisture Testing course.

### Materials Received

- NWFA Installation Guidelines.

### CCUs

- 8 continuing certification units.

## PERFECTING THE EDGER

A 1-day in-person course providing opportunities to learn about and use the edger. Includes instruction for refining the scratch, clocking the edger, and understanding the proper use and maintenance of the edger.

### Prerequisites

- None

### Materials Received

- NWFA Sand & Finish Guidelines.

### CCUs

- 8 continuing certification units.



## ENGINEERED WOOD FLOORING

A 1-day in-person course providing an in-depth view of engineered wood flooring, how it is manufactured, installation methods, and how to avoid common mistakes when working with it. Includes the use and importance of NWFA Guidelines and manufacturer instructions, and their impact on every job.

Also includes a guided tour of a wood flooring manufacturing facility to see how the flooring is made.



### Prerequisites

- None

### Materials Received

- NWFA Installation Guidelines.

### CCUs

- 12 continuing certification units.

## MULTI-DISC/PLANETARY SANDING EQUIPMENT

A 1-day in-person course providing opportunities to learn about and use multi-disc/planetary sanders. Includes instruction for fine-finish sanding and flattening floors by utilizing abrasive types from medium to extra fine grits.



### Prerequisites

- None

### Materials Received

- NWFA Sand & Finish Guidelines.

### CCUs

- 8 continuing certification units.

## MACHINE REPAIRS

A 1-day in-person course providing in-depth training for field maintenance of common wood flooring tools and equipment, including the big machine/belt sander, edger, buffer, multi-head, compressor, and the flooring nailer. Includes disassembly and reassembly to address common field repairs.



### Prerequisites

- None

### CCUs

- 8 continuing certification units.



**NOTE:** Cost for each Master Craftsman Workshop is \$449 Member or \$549 Non-Member. Prerequisites and CCUs apply to all of these workshops.

**Prerequisites**

- 3 years of installation experience.
- Attend Intermediate Installation course.
- Complete NWFA University Installation courses.

**CCUs**

- 16 continuing certification units.

## CIRCULAR/CURVED WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to produce applications by hand within the floor that can accentuate architectural features, geometric medallions, transitions, nosing, or may stand alone within any flooring system. This course covers the skills necessary to earn the Circular/Curved Mastery credential.



## MARQUETRY/INLAYS WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to produce decorative, elaborate, non-linear, hand-cut designs from individual pieces of wood that function as a centerpiece, border, carving, or inlay into an existing floor. This course covers the skills necessary to earn the Marquetry/Inlay Mastery credential.



## MEDALLIONS WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to produce a variety of medallion styles by hand, including symmetry of medallions, mosaics, and other decorative elements that become the focal-point of the flooring design. This course covers the skills necessary to earn the Medallions Mastery credential.



## PARQUETRY WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to produce a variety of parquet patterns by hand, including developing and utilizing sleds and jigs, and installing them in any application. This course covers the skills necessary to earn the Parquetry Mastery credential.



## WOOD BENDING WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to bend wood by hand to create curves within the flooring system. This course covers the skills necessary to earn the Wood Bending Mastery credential.



## TEXTURED WOOD WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to scrape, sculpt, wire brush, and carve to produce custom textures. This course covers the skills necessary to earn the Textured Wood Mastery credential.







## CUSTOMIZED EDUCATION

	Member	Non-Member
<b>Hands-On Training</b> <ul style="list-style-type: none"> <li>A company, place, or facility that hosts an NWFA educational event at their location. Hosting an NWFA Member-Sponsored event provides the opportunity for an NWFA member to offer NWFA training with NWFA Regional Instructors and NWFA training curriculum at any facility. Curriculum and content can be customized to fit individual needs.</li> <li>Invite only who you want to attend or make the training exclusive for staff, customers, or on an individual basis.</li> <li>All necessary tools and materials may be shipped to the host location at an additional cost to ensure a successful event.</li> </ul>	\$1,000/day + travel expenses	N/A
<b>Virtual Training</b> <ul style="list-style-type: none"> <li>A member hosts a Zoom/GoToMeeting with NWFA Technical Team/Regional Instructors in an interactive presentation style training event. Curriculum and content can be customized to fit individual needs.</li> </ul>	\$125/hour	N/A
<b>Virtual/Live Combo</b> <ul style="list-style-type: none"> <li>Includes NWFAU courses, some virtual training, and some live training. Format, curriculum, and content can be customized to fit individual needs.</li> </ul>	\$1,000/day (live) + \$125/hour (virtual) + travel expenses	N/A
<b>Training and Certification</b> <ul style="list-style-type: none"> <li>A company, place, or facility that hosts an NWFA educational and certification event at their location. Hosting an NWFA Member-Sponsored event and certification provides the opportunity for an NWFA member to offer NWFA training with NWFA Regional Instructors and NWFA training curriculum along with hands-on certification testing for all who qualify. Curriculum and content of these events are the intermediate level, and must meet the prerequisites for Certification Testing.</li> <li>Invite only who you want to attend or make the training exclusive for staff, customers, or on an individual basis.</li> <li>All necessary tools and materials may be shipped to the host location at an additional cost to ensure a successful school.</li> <li>This type of event applies to Installation, Sand/Finish, and Sales certifications.</li> </ul>	\$1,000/day (live) + \$125/hour (virtual) + test cost + travel expenses	N/A

VISIT [NWFA.ORG/HANDS-ON-TRAINING/](http://NWFA.ORG/HANDS-ON-TRAINING/) OR CALL 800-422-4556 FOR MORE DETAILS.



For convenient and affordable education for you and your entire team or crew, NWFA University offers 200+ online courses to increase industry knowledge, expertise, and confidence.

## SALES

Includes nine learning paths, with 41 courses covering all aspects of wood flooring sales. All Sales learning paths are included in the NWFA Wood Flooring Specialist Apprenticeship Program (see page 15 for more details).

### 101 SALES: WOOD AS FLOORING LEARNING PATH

- Wood Flooring History & Trends
- Basic Tree Anatomy
- From the Forest to the Floor
- How Cut Affects Wood Flooring

### 102 SALES: WOOD FLOORING TYPES LEARNING PATH

- Wood Flooring Product
- Solid Wood Flooring
- Engineered Flooring
- Bamboo as a Flooring Option
- Cork as a Flooring Option
- Reclaimed
- Trim & Moulding

### 103 SALES: EVALUATING THE JOBSITE LEARNING PATH

- Evaluating the Exterior Conditions of the Building
- Evaluating the Interior Conditions of the Building
- Evaluating Substrates: Wood Subfloors
- Evaluating Substrates: Concrete Subfloors

### 104 SALES: CONTROLLING MOISTURE LEARNING PATH

- Acclimation & Conditioning
- Moisture-Related Wood Floor Issues
- Wood Moisture Control
- Concrete Moisture Control

### 105 SALES: INSTALLATION METHODS & CONSIDERATIONS LEARNING PATH

- Nail-Down Installation Method
- Glue-Down Installation Method
- Floating Installation Method
- Sound Control
- Radiant Heat

### 106 SALES: JOB ESTIMATION LEARNING PATH

- Job Costing, Part 1: Factors to Consider in the Bid
- Job Costing, Part 2: Calculating Room Measurements
- Job Costing, Part 3: Estimating the Whole Job

### 107 SALES: HEALTH & SAFETY LEARNING PATH

- Regulations Impacting the Wood Flooring Industry
- Volatile Organic Compounds
- Allergens
- Maintenance of Wood Floors

### 108 SALES: SALES FUNDAMENTALS LEARNING PATH

- Sales Fundamentals, Part 1: Preparing for Sales
- Sales Fundamentals, Part 2: Handling Objections
- Sales Fundamentals, Part 3: Closing the Sale
- Sales Fundamentals, Part 4: Following Up
- Sales Fundamentals, Part 5: Managing Data
- Phone Etiquette

### 109 SALES: RENEWABILITY/SUSTAINABILITY LEARNING PATH

- Renewability/Sustainability
- USDA Forest Service
- The Lacey Act
- Solid & Engineered Wood Flooring Life Cycle Analysis

## INSTALLATION

Includes 14 learning paths, with 57 courses covering all aspects of wood flooring installation. All Installation learning paths are included in the NWFA Wood Flooring Specialist Apprenticeship Program (see page 15 for more details).

### 201 INSTALL: INSTALLATION SAFETY LEARNING PATH

- Fire & Extinguisher Safety
- Safety Gear
- Installation Electrical Safety
- Tool Safety
  - Circular Saw
  - Miter Saw
  - Table Saw
- Regulations Impacting the Wood Flooring Industry

### 202 INSTALL: INSTALLATION TOOLS

- Hand Tools
- Saws
- Power Tools
- Pneumatic Tools
- Blades & Bits



## INSTALLATION, CONTINUED

### 203 INSTALL: EVALUATING THE JOBSITE LEARNING PATH

- Evaluating the Exterior Conditions of the Building
- Regional Climate Variations
- Evaluating the Interior Conditions of the Building
- Basements & Crawlspace

### 204 INSTALL: SUBFLOORS LEARNING PATH

- Evaluating Substrates: Wood Subfloors
- Evaluating Substrates: Concrete Subfloors
- Wood Subfloors Over Concrete
- Screeds/Sleepers
- Sound Control
- Radiant Heat
- Existing Floors as Subfloors

### 205 INSTALL: FOREST TO THE FLOOR LEARNING PATH

- Basic Tree Anatomy
- From the Forest to the Floor
- Wood Flooring Product
- Solid Wood Flooring
- Engineered Flooring
- Cork as a Flooring Option
- Bamboo as a Flooring Option
- Reclaimed Wood
- Trim & Moulding

### 206 INSTALL: MOISTURE TESTING LEARNING PATH

- Acclimation & Conditioning
- Moisture Content & Wood
- Wood Moisture Testing
- Concrete Moisture Testing
- Moisture & Concrete

### 207 INSTALL: UNDERLAYMENTS LEARNING PATH

- Sound Control
- Wood Moisture Control
- Concrete Moisture Control

### 208 INSTALL: LAYOUT LEARNING PATH

- Laying Out Working Lines

### 209 INSTALL: NAIL-DOWN INSTALLATION LEARNING PATH \*

- Nail-Down Installation Method
- Fasteners
- Glue-Assisted Nail-Down

### 210 INSTALL: GLUE-DOWN INSTALLATION LEARNING PATH \*

- Glue-Down Installation Method
- Adhesives
- Glue-Down End-Grain Installation
- Glue-Down Cork Installation

### 211 INSTALL: FLOATING INSTALLATION LEARNING PATH \*

- Floating Installation Method

### 212 INSTALL: REPAIR/REPLACEMENT/REMOVAL LEARNING PATH \*

- Repair
- Board Replacement - Nail-Down/Glue-Down
- Board Replacement - Floating Floor
- Lace-Out/Lace-In
- Addressing Water Damage

### 213 INSTALL: PATTERNED FLOOR LAYOUT LEARNING PATH

- Herringbone Layout
- Parquet Layout & Installation

### 214 INSTALL: INVOLVED PARTIES

- Involved Parties

(\*Requires completion of Certified Installer hands-on test.)

## SAND & FINISH

Includes 13 learning paths, with 38 courses covering all aspects of wood flooring sand and finish. All Sand & Finish learning paths are included in the NWFA Wood Flooring Specialist Apprenticeship Program (see page 15 for more details).

### 301 SAND & FINISH: SAND & FINISH SAFETY LEARNING PATH

- Safety Gear
- Fire & Extinguisher Safety
- Electrical Safety
- Regulations Impacting the Wood Flooring Industry
- Volatile Organic Compounds

### 302 SAND & FINISH: SANDING EQUIPMENT OPERATION LEARNING PATH

- Sanding Equipment Operation

### 303 SAND & FINISH: SANDING EQUIPMENT MAINTENANCE LEARNING PATH

- Sanding Equipment Maintenance

### 304 SAND & FINISH: ABRASIVES LEARNING PATH

- Abrasives



## SAND & FINISH, CONTINUED

### 305 SAND & FINISH: SANDING PROCESS LEARNING PATH \*

- Sanding Jobsite Preparation
- The Filling Process
- Sanding Previously Finished Floors
- Sanding Strip and Plank Wood Floors
- Sanding Parquet Wood Floors
- Sanding End Grain Wood Floors
- Sanding Cork Floors
- Sanding Bamboo Floors
- Sanding Considerations for Metal & Stone Inlays
- Sanding Distressed, Textured, & Sculpted Floors

### 306 SAND & FINISH: FINISHES LEARNING PATH

- Chemical Properties of Wood Floor Finishes
- Drying & Curing
- Sealer Types
- Coating Types

### 307 SAND & FINISH: COLORANTS LEARNING PATH \*

- Stains
- Water Popping
- Aniline Dyes
- Wood Bleach
- Reactive Conditioners

### 308 SAND & FINISH: TEXTURED FLOORS LEARNING PATH

- Hand Scraping, Wire Brushing, & Distressed Wood Floors

### 309 SAND & FINISH: REPAIR & REPLACEMENT LEARNING PATH

- Evaluating Wood Floor Damage
- Board Replacement

### 310 SAND & FINISH: FINISHING PROCESS LEARNING PATH \*

- Finish Applicators
- Finish Preparation
- Finish Application Procedures

### 311 SAND & FINISH: RECOATING A PREVIOUSLY FINISHED WOOD FLOOR LEARNING PATH \*

- Recoating a Previously Finished Wood Floor

### 312 SAND & FINISH: CARE & MAINTENANCE LEARNING PATH

- The Importance of Maintenance & Educating the Customer
- General Maintenance for All Wood Floors
- Maintenance Products

### 313 SAND & FINISH: IRREGULARITIES LEARNING PATH

- Sanding, Filler, & Finish Irregularities

(\*Requires completion of Certified Sand & Finish hands-on test.)

## WOOD FLOOR MANUFACTURING

Includes six learning paths, with 30 courses covering all aspects of wood flooring manufacturing. All Manufacturing learning paths are included in the NWFA Wood Flooring Specialist Apprenticeship Program (see page 15 for more details).

### 401 MANUFACTURING: FORESTRY & SUSTAINABILITY LEARNING PATH

- Renewability/Sustainability
- Responsible Wood Sourcing
- USDA Forest Service
- The Lacey Act
- Solid & Engineered Wood Flooring Life Cycle Analysis

### 402 MANUFACTURING: FOREST TO THE FLOOR LEARNING PATH

- Basic Tree Anatomy
- From the Forest to the Floor
- Wood Flooring History & Trends
- Wood Flooring Basics

### 403 MANUFACTURING: WOOD CHARACTERISTICS LEARNING PATH

- Domestic Wood Species
- Imported Wood Species
- Natural Growth Characteristics
- Manufacturing Characteristics
- How Cut Affects Wood Flooring
- Reclaimed Wood

### 404 MANUFACTURING: WOOD FLOORING TYPES LEARNING PATH

- Solid Wood Flooring
- Engineered Flooring
- Bamboo as a Flooring Option
- Cork as a Flooring Option

### 405 MANUFACTURING: MANUFACTURING PROCESS LEARNING PATH

- Milling Solid Wood Flooring
- Milling Engineered Wood Flooring
- Milling Cork Flooring
- Milling Bamboo Flooring
- Manufacturing Factory Finished Wood Flooring

### 406 MANUFACTURING: GRADING LEARNING PATH

- Lumber Grades
- General Wood Flooring Grades
- NWFA/NOFMA Manufacturing Standards
- NWFA/NOFMA Unfinished Solid Wood Flooring General Grades
- NWFA/NOFMA Factory Finished Solid Wood Flooring Standards
- NWFA/NOFMA Domestic Wood Species Grades for Unfinished Solid Wood Flooring





**MISCELLANEOUS COURSES**

**NWFA EXPO**

- 2016: Experiential Marketing
- 2016: Tech Zone Videos
- 2017: Tech Zone Videos
- 2018: Education
- 2019: Education Round Up Presentations
- 2020: Virtual Event Education

**WEBINARS**

- 2018 Series
- 2019 Series
- 2020 Series
  - Tech Tuesday
  - Webinar Wednesday
  - Product Theater Thursday
- 2021 Series
  - Tech Tuesday
  - Webinar Wednesday
  - Product Theater Thursday

**PODCASTS**

- NWFA Real Answers
- NWFA Wood Talk

**MEMBERSHIP**

- Maximize Your NWFA Membership
- NWFA University Digital Badges
  - What they are, how to earn them, and how to share them.
- NWFA Certified Professionals
  - The benefits/process of becoming an NWFA Certified Professional.
- NWFA Craftsman and Master Craftsman
  - The benefits/process of becoming an NWFA Certified Craftsman and Master Craftsman.
- Inspector Report Form

**MARKETING**

- Consumer Campaign Toolkit

**COSTS**

NWFA University provides consistent and timely online learning opportunities for the entire wood flooring supply chain. Courses can be customized to meet the specific needs of your company. NWFA University is available only to NWFA members.

NWFA University	Member	Non-Member
All-Access Pass • Access to all online courses for all employees.	\$199/year	N/A
Custom Content Development • Rebrand existing content to reflect your company branding and product images. Cost of development is a one-time cost per hour. NWFA works directly with your team's SME to replace existing graphics, images, and branding to reflect your company's specific needs.	\$75/hour	N/A
Licensed SCORM files • License existing SCORM files and place on your company's existing Learning Management System (LMS). Bulk discounts for licensing complete paths.	\$75/course/year	N/A
Custom Brand • Deliver existing content or custom content to your customers by branding your own NWFA University page. Match your company's brand theme and needs while dictating what content users can see and who can join.	0-100 users = \$2,500/year 101-250 users = \$4,500/year 251-500 users = \$6,000/year 501+ users = TBD	N/A
Custom URL • Develop a custom URL. Brand the entire site to your company needs/specifics. Use existing content and/or custom content. Cost of URL is \$6,000/year + additional cost per users/per year.	0-100 users = \$7,700/year 101-250 users = \$9,500/year 251-500 users = \$12,000/year 501+ users = TBD	N/A



NWFA Certifications provide opportunities for wood flooring professionals to validate their industry knowledge and expertise in a variety of skill sets.

## SALES ADVISOR CERTIFICATION (CSA)

### Prerequisites

- NWFA member in good standing.

### Assessment

- Complete NWFA University Sales courses.



## INSTALLATION CERTIFICATION (CI)

### Prerequisites

- NWFA member in good standing.
- 3 years of installation experience.
- Complete Intermediate Installation course.

### Assessment

- Complete NWFA University Installation Courses.

### Hands-on Assessment

- Engineered Wood Floor Glue-Down
- Solid Wood Floor Nail-Down
- Dry Lay of Patterned Herringbone
- Replace a Board in an Existing Floor
- Install Floating Floor

Virtual testing available upon request.



## SAND & FINISH CERTIFICATION (CSF)

### Prerequisites

- NWFA member in good standing.
- 3 years of sand and finish experience.
- Complete Intermediate Sand & Finish course.

### Assessment

- Complete NWFA University Sand & Finish courses.

### Hands-on Assessment

- Rough Sanding Unfinished Strip Flooring
- Finish Sanding and Applying Stain Coat
- Apply Seal Coat
- Prepare and Final Coat a Prefinished or Previously Finished Strip Floor

Virtual testing available upon request.



## MASTER SKILLSET CREDENTIALS

### Prerequisites

- NWFA member in good standing.
- 1 year of Certified Installer status.
- 1 year of Certified Sand & Finish status.



Master Skillset Credential	Number of Required Projects*
Circles & Curves	5 submissions completed and approved
Colors & Finishes	10 submissions completed and approved
Marquetry & Inlays	3 submissions completed and approved
Medallions	3 submissions completed and approved
Parquetry	3 submissions completed and approved
Textured Wood	5 submissions completed and approved
Wood Bending	5 submissions completed and approved

\*Up to two submissions from the same job are permissible.

## CERTIFIED CRAFTSMAN (CC)

### Prerequisites

- NWFA member in good standing.
- 1 year of Certified Installer status.
- 1 year of Certified Sand & Finish status.

### Assessment

- Completion and approval of four of the seven Master Skillsets: Circular/Curved Application, Color & Finish, Marquetry/Inlay, Medallions, Parquetry, Textured Wood, and Wood Bending.



## CERTIFIED MASTER CRAFTSMAN (CMC)

### Prerequisites

- NWFA member in good standing.
- Certified Craftsman status.

### Assessment

- Completion and approval of all seven Master Skillsets: Circular/Curved Application, Color & Finish, Marquetry/Inlay, Medallions, Parquetry, Textured Wood, and Wood Bending.
- Completion and approval of specialty Master Craftsman project.



## CERTIFICATIONS



### WOOD FLOOR INSPECTOR CERTIFICATION (CWFI)

#### Prerequisites

- NWFA member in good standing.
- Complete Inspector Certification School.
- Complete and Pass the Inspector Test through NWFA University, with a score of 80% or better.



#### Hands-on Assessment

- Two in-class inspection scenario reports must be submitted within two weeks of attending the course. Reports will be completed with instructor help. The instructor must approve both reports with passing grades.
- Two additional reports must be submitted within 90 days of completing the class. Reports must be graded and approved by the Inspector Report Review Committee.

## COSTS

NWFA Certifications provide third-party recognition to individuals for mastery of specific wood flooring industry disciplines. NWFA Certifications are available only to NWFA members.

Certification Testing	Member	Non-Member
Sales Advisor Certification Test	\$300	N/A
Installation Certification Test	\$400	N/A
Sand & Finish Certification Test	\$400	N/A
Master Skillset Credential Application	\$200	N/A
Inspector Certification Test	\$350	N/A

## APPRENTICESHIPS



NWFA offers a Wood Flooring Specialist Apprenticeship approved by the U.S. Department of Labor. This program offers a nationally recognized, easy-to-follow, incremental career path for wood flooring professionals. Apprentices have the opportunity to receive paid on-the-job training, guaranteed career advancement, a nationally recognized professional credential, college credit (varies by state), and scholarships (varies by state). Employers have the opportunity to recruit and develop a highly skilled workforce, utilize the NWFA's accredited program and training curriculum, receive funding (varies by state), and qualify for tax credits (varies by state).



[VISIT NWFA.ORG/APPRENTICESHIP-PROGRAM](http://www.nwfa.org/apprenticeship-program) FOR MORE DETAILS.

## EDUCATION PRESENTERS



NWFA offers opportunities to become qualified presenters of NWFA education materials to establish yourself as the wood flooring expert in your market.

### CEU PRESENTER

NWFA offers a variety of courses on specific wood flooring topics that are approved as continuing education with the American Institute of Architects (AIA) and the International Design Continuing Education Council (IDCEC), which includes the American Society of Interior Designers (ASID), the Interior Designers of Canada (IDC), and the International Interior Design Association (IIDA). Each course is approved for continuing education units necessary for annual licensing requirements for AIA and IDCEC members. Approved presenters have access to all approved courses. See [nwfa.org/ceupresenter](http://nwfa.org/ceupresenter) for more details.

#### Prerequisites

- NWFA member in good standing.
- Complete Becoming an NWFA CEU Presenter course.

### SALES ADVISOR PRESENTER

NWFA provides opportunities to become an approved Wood Floor Sales Advisor presenter to help educate contractors, retailers, designers, architects, etc., about the uses and benefits of wood flooring to help reduce call-backs and claims. See [nwfa.org/csapresenter](http://nwfa.org/csapresenter) for more details.

#### Prerequisites

- NWFA member in good standing.
- NWFACP Certified Sales Advisor.
- Complete Becoming an NWFA Sales Advisor Presenter course.

## COSTS

NWFA Education Presenter qualifications are for one year, and must be renewed annually. NWFA Education Presenter opportunities are available only to NWFA members.

Education Presenter*	Member	Non-Member
CEU Presenter	\$400/year	N/A
Sales Advisor Presenter	\$400/year	N/A

\* Discounts for additional presenters per company.

## MEETING YOUR NEEDS



NWFA's education and training programs are designed with the entire industry in mind, to meet your needs wherever you are in your wood flooring career. Multiple options are available for individuals and companies of all sizes, with customizable options offered as well. View the current schedule of events at [nwfa.org/education](http://nwfa.org/education), or contact NWFA today to find a solution that's just right for you.

[WWW.NWFA.ORG/EDUCATION](http://www.nwfa.org/education) - 800.422.4556

# 2022 NWFA Hands-On Training Schedule

## FIRST QUARTER

January 21	Subfloor Prep Workshop	Clarksville, TN
February 15 - 17	Basic Installation	St. Louis, MO
February 15 - 18	<b>Intermediate Sand &amp; Finish</b>	Oakland, CA
February 18	Problems, Causes, Cures Workshop	Ashland, VA
February 25	Moisture Testing Workshop	Wadesboro, NC
March 1 - 3	Basic Sand & Finish	St. Louis, MO
March 11	Wood Floor Claims, Evaluations & Inspections	Clarksville, TN
March 22 - 25	<b>Intermediate Installation</b>	St. Louis, MO
March 29 - April 1	<b>Intermediate Installation</b>	King of Prussia, PA
March 29 - April 1	<b>Intermediate Sand &amp; Finish</b>	Bowling Green, OH

## SECOND QUARTER

April 26 - 29	Basic Installation, Sand & Finish Combination	St. Louis, MO
May 3 - 6	<b>Intermediate Sand &amp; Finish</b>	King of Prussia, PA
May 17 - 20	<b>Intermediate Installation</b>	Wadesboro, NC
May 20	Machine Repair Workshop	Denver, CO
May 24 - 27	<b>Intermediate Sand &amp; Finish</b>	St. Louis, MO
June 7 - 10	<b>Intermediate Installation</b>	Seattle, WA
June 14 - 17	<b>Intermediate Installation</b>	Clarksville, TN
June 28 - July 1	Basic Installation, Sand & Finish Combination	New York, NY

## THIRD QUARTER

July 26 - 29	<b>Intermediate Installation</b>	Denver, CO
August 9 - 12	<b>Intermediate Sand &amp; Finish</b>	Clarksville, TN
August 23 - 26	Basic Installation, Sand & Finish Combination	Chicago, IL
August 30 - Sept. 2	<b>Intermediate Installation</b>	Herndon, VA
September 13 - 16	<b>Intermediate Installation</b>	Vancouver, Canada
September 19 - 23	Inspector School	St. Louis, MO
September 20 - 23	<b>Intermediate Sand &amp; Finish</b>	Wadesboro, NC

## FOURTH QUARTER

October 4 - 7	<b>Intermediate Sand &amp; Finish</b>	Vancouver, Canada
October 11 - 14	Advanced Installation	St. Louis, MO
October 18 - 21	<b>Intermediate Installation</b>	Bowling Green, OH
October 21	Wood Floor Claims, Evaluations & Inspections	Chicago, IL
November 8 - 10	Advanced Finish	St. Louis, MO
November 8 - 11	<b>Intermediate Sand &amp; Finish</b>	Denver, CO

NOTE: BOLD indicates certification testing is available on 4th day for those who qualify.